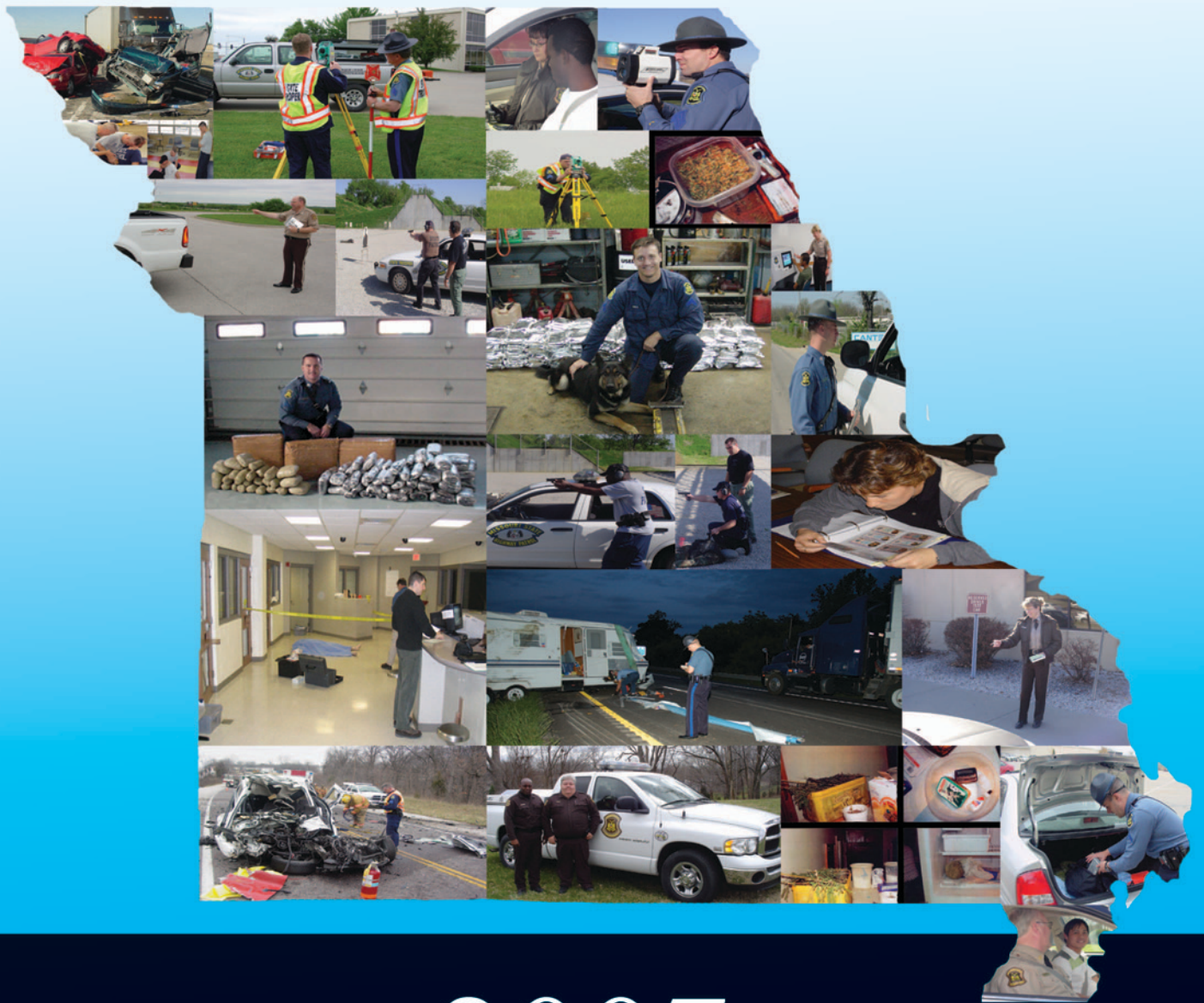


Law Enforcement Academy



2007 Curriculum

TABLE OF CONTENTS

INTRODUCTION TO THE ACADEMY

| | |
|---------------------------|----|
| Welcome | 5 |
| General Information | 7 |
| Dress Code | 9 |
| Application Form | 11 |

2006 CURRICULUM

CRASH INVESTIGATION PROGRAMS

| | |
|---|----|
| Advanced Crash Investigation | 13 |
| Basic Crash Investigation | 14 |
| Crash Reconstruction | 15 |
| Crash Reconstruction Retraining | 16 |
| Motorcycle/Pedestrian Crash Investigation | 17 |

CRIMINAL INVESTIGATION PROGRAMS

| | |
|---|----|
| Basic Narcotics Investigation | 18 |
| Crime Scene Investigation | 19 |
| Criminal Investigation | 20 |
| Hazardous Waste and Emergency Response for Methamphetamine Laboratories (Clandestine Lab) | 21 |
| Hazardous Waste and Emergency Response for Methamphetamine Laboratories Re-Certification (Clandestine Lab) | 22 |
| Site Safety Officer Training | 23 |

INSTRUCTOR DEVELOPMENT PROGRAMS

| | |
|---|----|
| Emergency Vehicle Operation Course (EVOC) Instructor | 24 |
| Firearms Instructor | 25 |
| Police Instructor | 26 |
| Radar/Laser Instructor | 27 |
| Standardized Field Sobriety Testing (SFST) Instructor | 28 |

MANAGEMENT DEVELOPMENT PROGRAMS

| | |
|------------------------------|----|
| Executive Development | 29 |
| First-Line Supervision | 30 |
| Management Development | 31 |

TECHNICAL PROGRAMS

| | |
|---|----|
| Basic Photography | 32 |
| Basic Spanish for Law Enforcement | 33 |
| Blood Alcohol Content (Type II - Datamaster) | 34 |
| Emergency Vehicle Operation Course (EVOC) | 35 |
| Field Training Officer (FTO) | 36 |
| Ground Understanding and Relative Defenses (G.U.A.R.D.) | 37 |
| Missouri Cadet Patrol Academy | 38 |

WELCOME

Policing in America has experienced constant change over the past few years. The demands on peace officers have been changing as they develop new skills with which to maintain order, enforce the laws, and serve an ever-changing society.

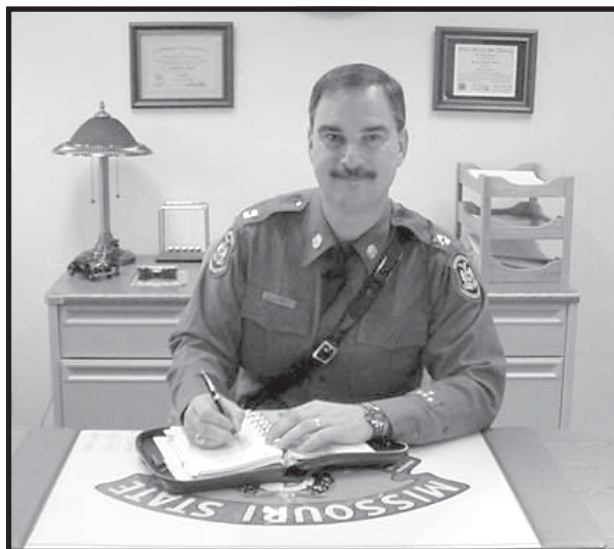
The Missouri State Highway Patrol's Training Division has recognized that the increased scrutiny of the public, the media, and the courts has demanded increased training to raise our level of professionalism, not only in general patrol and investigative duties, but in the areas of cultural awareness, leadership skills at all levels, and the self-management of one's career, including the selection of training programs that each peace officer may attend.

We extend an invitation to law enforcement personnel to attend our Academy. Some of the courses provided through this curriculum book have been developed and improved over time, others are more recently implemented to reflect current needs. College credit hours and Peace Officer Standards and Training (POST) continuing education hours are available for most courses.

All of our training programs have taken countless hours of research and were prepared by our dedicated team of instructors and support staff. Our staff is committed to promoting the police profession through education. All courses are subject to change based on enrollment and instructor/classroom availability.

Our primary mission is to provide superior police science and administrative training in a quality learning environment to all students. We are a Missouri Department of Public Safety, POST-certified facility. Please contact us for any of your law enforcement training needs.

J. D. BIRAM, Captain
Training Director



GENERAL INFORMATION

This book describes the basic and advanced courses offered by the Law Enforcement Academy for 2007. Course titles, dates, prerequisites, descriptions, continuing education hours, availability of college hours, and names of course coordinators are included on all descriptions. Continuing education hours are subject to change. A certificate is presented to each student who successfully completes a course of instruction at the Academy.

Physical Participation: Many courses require physical participation. Applicants certify they can fully participate in the named course and that the State of Missouri, the Department of Public Safety, the Missouri State Highway Patrol, and any of their employees are released from any and all liability as a result of any injury or disability incurred.

Discrimination Prohibited: It is our policy not to discriminate in training programs or activities. Student applications are accepted regardless of race, creed, color, religion, national origin, sex, age, or disability.

College Credit: As a result of a cooperative effort between the Missouri State Highway Patrol and Mineral Area College, successful completion of some Academy courses will qualify students for college credit hours. Applications must be completed and submitted at the Academy prior to course completion. Students applying for college credit for the first time must submit a \$15.00 check payable to Mineral Area College for the application fee. Further details and necessary forms will be provided at the time of the training. For more information, contact Mineral Area College, Post Office Box 1000, Park Hills, Missouri 63601-1000, telephone (573) 518-2157.

Application: An application is provided. Copies of the application are acceptable or may be obtained from the Academy office. Enrollments are reserved in the order the applications are received. A reservation will not be made until the application has been properly filled out and received at the Academy. If a school is filled when an application is received, the agency will be notified. The student must reapply for a subsequent school unless advised otherwise. Individuals applying for any school at the Law Enforcement Academy should be employees of a criminal justice agency. Their application must be signed and approved by the head of a law enforcement agency. Some Academy courses are conducted at a reduced cost due to partial federal funding. Only Missouri-certified peace officers are eligible for the partial funding. Qualifying officers will automatically be enrolled at the lower, partially-funded cost if federal funds have been appropriated. Inquiries regarding the availability of federal funds or about the application process may be directed to the Academy Registrar at (573) 751-3626. Normal business hours are Monday through Friday, 7:30 a.m. to 4:30 p.m. Applications may be mailed or faxed to the address on the application form.

Dress Code

General Provisions: Employees/students are expected to observe good grooming and personal hygiene practices. Employees/students should maintain a clean and neat appearance in the workplace or classroom setting. Employee/students should be aware that many of their peers have allergies or sensitivities to strong odors and smells and should limit excessive use of colognes or perfumes. Hair will be clean and well-groomed. Male employees/students should have clean shaven faces; however, an individual may wear a neatly trimmed beard or mustache. Hair color may be altered provided the coloring displayed naturally occurs in human hair and does not detract from their professional appearance.

Employee/Student Apparel: The general standard for appropriate dress is business casual. Examples of business casual:

- Dress or sport shirts with collars, blouses for females, sweaters, turtlenecks or mock-turtlenecks shirts (**not denim**). Sweatshirts may be worn if a collared shirt or turtleneck is worn underneath. Polo shirts are acceptable.
- Dress or casual “Docker” style slacks, skirts, capri pants, pant suits, and dresses. **No blue jeans are allowed.**
- Loafers or deck shoes (not canvas or athletic shoes) that are polished or cleaned and well maintained. Open-toed shoes are acceptable for women only.
- Department standard duty or dress uniforms are acceptable in lieu of business casual attire.

Unauthorized Attire:

- Types of clothing generally worn when performing household chores or for recreational activities, except for golf shirts or polo shirts, which may be worn.
- Items that are tattered, torn, frayed, patched, faded, stained, soiled, discolored, missing fasteners, or similarly in disrepair.
- Clothing with offensive slogans, designs, or company names; clothing bearing commercial advertising for any product or service or other similar writing.
- Clothing depicting or supporting criminal behavior, drug usage, nudity, profanity, promiscuity, subversive groups, bigotry, political slogans, or other similar writing.

- Shirts with spaghetti straps, halter tops, tank tops, or tee shirts.
- Denim jeans, blue or any other color of jeans, coveralls, leggings, jogging suits, or sweat suits.
- Shorts.
- Trousers without a hem.
- Flip flops or shower type thongs, athletic shoes, and any sandals for men.
- Form-fitting stretch clothing, clothing that does not cover the back and midriff, and clothing that is unduly tight or revealing.
- Excessively baggy pants of any kind.
- Skirts and dresses with a lower hem that rises more than four inches above the wearer's knee when standing upright.

If an employee/student has any doubt about whether an article of clothing is appropriate, they should resolve that doubt in favor of dressing more conservatively.

Schools/training with practicals and physical activities may have a more relaxed dress code with the approval of the Training Director. These schools include: defensive tactics schools and re-certifications; all crash investigation schools; Criminal Investigation; Crime Scene Investigation; Hazardous Waste and Emergency Response for Methamphetamine Laboratories and re-certification training; Site Safety Officer Training; Emergency Vehicle Operation Course (EVOC) and EVOC Instructor; Firearms Instructor; and Basic and Advanced Photography. If you are attending one of these schools and have a question about the appropriate attire for the practical exercises, please contact the course coordinator.

For office use only

Tuition amount _____

Check amount _____

Check # _____

Check date _____

Date recorded _____

Recorded by _____

SHP-909H 03/05

MISSOURI STATE HIGHWAY PATROL LAW ENFORCEMENT ACADEMY

DEPARTMENT OF PUBLIC SAFETY

APPLICATION FOR TRAINING

Mail to:

Missouri State Highway Patrol
Law Enforcement Academy
Post Office Box 568
Jefferson City, MO 65102

Telephone: (573) 751-3626
MULES Terminal: MAC 3
FAX Number: (573) 751-6627

Your enrollment cannot be confirmed until this application is filled out completely and returned.
DO NOT send payment with this application. An invoice will be sent when enrollment is confirmed.

STUDENT IDENTIFICATION INFORMATION

(Type or print)

NAME _____ SOCIAL SECURITY # _____
(Last) (First) (MI)

TITLE _____

HOME ADDRESS _____
(Street) (City) (Zip Code)

HOME TELEPHONE NUMBER () DOB _____ SEX _____

Many of the courses conducted at the Academy require physical participation that may range from defensive tactics training to field training projects. The applicant certifies he or she can fully participate in the named course and that the State of Missouri, the Department of Public Safety, the Missouri State Highway Patrol, and any of their employees are released from any and all liability as a result of any injury or disability incurred by the applicant while a student at the Law Enforcement Academy. If special accommodations are required to facilitate attendance, contact the Academy prior to the beginning of the course.

APPLICANT'S SIGNATURE

SCHOOL INFORMATION

NAME OF COURSE _____

DATE OF COURSE _____ LODGING REQUIRED: YES _____ NO _____

DEPARTMENT INFORMATION

DEPARTMENT NAME _____

DEPARTMENT ADDRESS _____
(Street) (City) (Zip Code)

DEPARTMENT TELEPHONE NUMBER () FAX NUMBER ()

DEPARTMENT ORI _____ FEDERAL TAX I.D. # _____

NAME OF DEPARTMENT HEAD (Type or print) _____

TITLE OF DEPARTMENT HEAD _____ DATE _____

CONTACT PERSON _____ E-MAIL ADDRESS _____

I certify that this department has full police powers and that the above named applicant is a regular officer, reserve officer, or civilian employee.

AUTHORIZED BY: NAME _____ SIGNATURE _____
(Type or print)

ADVANCED CRASH INVESTIGATION

July 23 through August 3

Two Weeks

Prerequisite: The successful completion of Basic Crash Investigation or an equivalent course.

Course Description: This school is an intense two-week course which focuses on the development of the student's skills in gathering evidence at the scene of a crash and the fundamentals of vehicle dynamics. The concepts of time, distance, and the conservation of momentum are covered in detail.

Advanced Crash Investigation provides the student with investigative techniques in technical areas including obtaining drag factors, proper use of the Northwestern Traffic Template, photographing the crash scene, and working with formulas to determine speed estimates from skids, scuffs, falls, and vaults. The students will also learn how to prepare scale diagrams and develop field survey techniques for determining intersection angles, slopes, grades, and curve radii.

Who Should Attend: This course is designed for peace officers and individuals responsible for investigating motor vehicle crashes.

Cost: \$219.00 - tuition, meals, and lodging
\$139.00 - tuition and meals
\$575.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$365.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 36 hours of Technical Studies
12 hours of Skill Development

Mineral Area College Credit: 3 hours

Coordinator: Sergeant Geoffrey L. Borlinghaus
(573) 751-9940



BASIC CRASH INVESTIGATION

May 7 through May 11

Five Days

Prerequisite: A basic understanding of algebraic functions is required to work the formulas taught.

Course Description: This Basic Crash Investigation School is designed to give the student the necessary skills to conduct a traffic crash investigation. The course features instruction in the collection and preservation of evidence, speed calculations from skidmarks, field sketching, and diagramming. Special emphasis is placed on use of the traffic template, determination of drag factors, minimum speed and combined speed formulas, analysis of physical facts of the collision, and marks left on the roadway. This course will assist the student in formulating accurate opinions on how the collision occurred.

The instructors will provide training to the students through lectures and field exercises which demonstrate practical applications of the course material. Basic Crash Investigation gives the student the foundation to advance to more technical levels of crash investigation.

Who Should Attend: This course is designed for peace officers and individuals responsible for investigating motor vehicle crashes.

Cost: \$105.00 - tuition, meals, and lodging
\$ 65.00 - tuition and meals
\$275.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$170.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 25 hours of Technical Studies
6 hours of Skill Development

Mineral Area College Credit: 2 hours

Coordinator: Corporal C. Joey Day
(573) 751-9939



CRASH RECONSTRUCTION

September 17 through September 28

Two Weeks

Prerequisite: The successful completion of an advanced crash investigation course.

Course Description: Many trained peace officers have difficulty getting their crash investigation findings admitted into court. This course is designed to help overcome this difficulty by enabling a well-trained peace officer to qualify as an expert and give expert testimony in a court of law relative to the causation factors in motor vehicle traffic crashes. Crash reconstruction instructors provide training to students through lectures, projects, and in-depth analysis of actual collisions. A student who successfully completes this course will be able to give expert testimony in the following areas:

- Speed of vehicles at impact using conservation of linear momentum
- Behavior of vehicles in a collision using Newton's three laws of motion
- The effect of weight shift in braking involving large trucks and buses, including truck-tractor/semi-trailer combinations
- The effect of anti-skid braking systems in stopping distances and braking action
- The determination of direction of travel, initial contact, and position of vehicles on the roadway through the interpretation of vehicle damage and the analysis of at-scene marks and evidence.

Who Should Attend: This course is designed for peace officers and individuals responsible for investigating motor vehicle crashes.

Cost: \$339.00 - tuition, meals, and lodging
\$259.00 - tuition and meals
\$890.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$680.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 60 hours of Technical Studies
8 hours of Skill Development

Mineral Area College Credit: None

Coordinator: Sergeant Geoffrey L. Borlinghaus
(573) 751-9940

CRASH RECONSTRUCTION RETRAINING

September 5 through September 7

Three Days

Prerequisite: The successful completion of the Missouri State Highway Patrol's Crash Reconstruction School or an Institute of Police Technology and Management (IPTM) Crash Reconstruction School.

Course Description: This course is designed to cover the latest trends and technology in the field of crash reconstruction. The curriculum will include topics covered in the most recent Problems in Crash Reconstruction Seminar held at the IPTM, Jacksonville, Florida, and requested topics from Missouri State Highway Patrol crash reconstructionists. The school is structured to sharpen the student's skills in the field of crash reconstruction.

Who Should Attend: Any crash reconstructionist who meets the course prerequisite and wants to stay abreast of current developments in this field or sharpen previously learned skills.

Cost: \$ 63.00 - tuition, meals, and lodging
\$ 39.00 - tuition and meals
\$165.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$102.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 16 hours of Technical Studies

Mineral Area College Credit: None

Coordinator: Sergeant Geoffrey L. Borlinghaus
(573) 751-9940



MOTORCYCLE/PEDESTRIAN CRASH INVESTIGATION

May 14 through May 18

Five Days

Prerequisite: The successful completion of an advanced crash investigation course.

Course Description: Since pedestrian and motorcycle crashes usually cause serious injuries to the individuals involved, it is imperative that the on-scene investigator is mindful of what type of evidence to collect and record in order to reconstruct the collision. This course provides the student with special investigative techniques in pedestrian impact dynamics, time and distance analysis, hit and run investigation, motorcycle types and controls, and motorcycle dynamics.

The instructors will provide training to students through lectures and field exercises which demonstrate pedestrian impact dynamics, motorcycle acceleration factors, braking capabilities, skidmarks, and determination of drag factor for a sliding motorcycle.

Who Should Attend: Peace officers and individuals responsible for investigating motor vehicle crashes.

Cost: \$131.00 - tuition, meals, and lodging

\$ 91.00 - tuition and meals

\$345.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)

\$240.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 28 hours of Technical Studies
4 hours of Skill Development

Mineral Area College Credit: 2 hours

Coordinator: Sergeant Geoffrey L. Borlinghaus
(573) 751-9940

BASIC NARCOTICS INVESTIGATION

October 8 through October 12

Five Days

Prerequisite: Applicants must be full-time, commissioned peace officers. The Missouri State Highway Patrol reserves the right to refuse applications.

Course Description: Veteran narcotics/vice investigators will present an overview of narcotics investigation and undercover operations. Topics will include development, use, and control of confidential informants, investigative techniques commonly used for narcotic/vice investigations as well as drug and case law to assist officers in the field and in the courtroom.

Who Should Attend: Criminal investigators, narcotics/vice investigators, officers interested in a career development program in narcotics or vice.

Cost: \$275.00 - tuition, meals, and lodging
\$170.00 - tuition and meals

Continuing Education Hours: 26 hours of Technical Studies
5 hours of Interpersonal Perspectives
5 hours of Legal Studies

Mineral Area College Credit: 2.5 hours

Coordinator: Corporal Cory W. Craig
(573) 751-3452



CRIME SCENE INVESTIGATION

October 1 through October 5

Five Days

Prerequisite: Basic Law Enforcement Training, Basic Crime Scene Investigation (not required, but helpful).

Course Description: The Missouri State Highway Patrol's Division of Drug and Crime Control hosts this training at the Academy. The training will include numerous forensic disciplines to include bloodstain pattern analysis, crime scene technology updates, homicide scene investigation, subsurface excavation, DNA, trace evidence, casting impressions, updates in latent fingerprint recovery, computer forensic searches, and other related disciplines. The course also includes crime scene management and crime scene legal issues.

Course Instructors: Classes are instructed by numerous experts that include Mr. Dick Warrington, a crime scene expert employed by the Lynn Peavey Company; Dr. Keith Norton and Mr. Ron Yoder from Southwest Missouri Forensics; Mr. Brian Hoey, a DNA expert from the Missouri State Highway Patrol's Forensic Laboratory, and numerous other experts.

Who Should Attend: Criminal investigators, detectives, or officers charged with the duty of processing crime scenes.

Cost: \$325.00 - tuition, meals, and lodging
\$230.00 - tuition and meals

Continuing Education Hours: 26 hours of Technical Studies
5 hours of Skill Development
2 hours of Legal Studies

Mineral Area College Credit: None

Coordinator: Sergeant Roger L. Renken
(417) 359-1500, ext. 2224

CRIMINAL INVESTIGATION

September 24 through September 28

Five Days

Prerequisites: Basic Law Enforcement Training

Course Description: The Missouri State Highway Patrol's Division of Drug and Crime Control hosts this training at the Academy. This program provides in-depth instruction in the process and techniques that apply to all aspects of criminal investigation. Topics include crime scene investigation, developing witnesses, developing and handling evidence, investigative resources, legal aspects, interview and interrogations, and case management.

Course Instructors: The classes are instructed by numerous experts from the Patrol's Division of Drug and Crime Control, Dr. Keith Norton and Mr. Ron Yoder from Southwest Missouri Forensics, and Mr. Dick Warrington, a crime scene expert employed by the Lynn Peavey Company.

Who Should Attend: Recently assigned investigative officers and officers from smaller departments that require an officer to manage criminal investigations from beginning to end. Patrol offices involved with, or interested in, criminal investigation should also attend.

Cost: \$275.00 - tuition, meals, and lodging
\$170.00 - tuition and meals

Continuing Education Hours: 22 hours of Technical Studies
4 hours of Legal Studies
4 hours of Interpersonal Perspectives
2 hours of Skill Development

Mineral Area College Credit: 3 hours

Coordinator: Sergeant Roger L. Renken
(417) 359-1500, ext. 2224

HAZARDOUS WASTE AND EMERGENCY RESPONSE FOR METHAMPHETAMINE LABORATORIES (CLANDESTINE LAB)

April 16 through April 20
August 20 through August 24
November 12 through November 16

Five Days

Prerequisites: Students will be required to participate in practical exercises which may be physically strenuous. All participants must submit a signed medical release form from a physician (obtained at either their own or their employer's expense) and their employer before attending this training. Students will not be allowed to have beards or facial hair that would preclude them from wearing a self-contained breathing apparatus. Federal law requires peace officers to attend this training before they enter or dismantle methamphetamine laboratories.

Course Description: Through lecture and practical exercises, students will be certified to enter and dismantle clandestine methamphetamine laboratories. Unlike past training courses, the respiratory protective gear, air monitoring equipment, and other supplies will be provided on a limited basis to only those agencies that qualify. The training is presented in conjunction with the Missouri State Highway Patrol, the Missouri Department of Natural Resources, and the U.S. Environmental Protection Agency.

Who Should Attend: Those law enforcement officers involved in the investigation of clandestine methamphetamine laboratories.

Cost: \$275.00 - tuition, meals, and lodging
\$170.00 - tuition and meals

Continuing Education Hours: 24 hours of Technical Studies
11 hours of Skill Development
2 hours of Legal Studies

Mineral Area College Credit: 2 hours

Coordinator: For general questions and additional course information, contact Mr. Brad Harris, Missouri Department of Natural Resources, (573) 526-4794.

HAZARDOUS WASTE AND EMERGENCY RESPONSE FOR METHAMPHETAMINE LABORATORIES (CLANDESTINE LAB) RE-CERTIFICATION

November 6, 2007 - St. Louis, Troop C
November 7, 2007 - Rolla, Troop I
November 8, 2007 - Jefferson City, Troop F
December 4, 2007 - Poplar Bluff, Troop E
December 5, 2007 - Willow Springs, Troop G
December 6, 2007 - Springfield, Troop D
January 8, 2008 - Macon, Troop B
January 9, 2008 - St. Joseph, Troop H
January 10, 2008 - Lee's Summit, Troop A

One Day

Prerequisites: Students must have completed the Hazardous Waste and Emergency Response for Methamphetamine Laboratories (Clandestine Lab) or a similar training course. Participants will be required to bring their self-contained breathing apparatus and air purifying respirator to the training course. All participants should be currently participating in a medical monitoring program through their employers. Federal law requires law enforcement officers to complete eight hours of health and safety related recertification training on an annual basis in order to maintain their original certification to enter or dismantle methamphetamine laboratories.

Course Description: Through lecture and practical exercises, students will be re-certified to enter and dismantle clandestine methamphetamine laboratories. The training is presented in conjunction with the Missouri State Highway Patrol, the Missouri Department of Natural Resources, and the U.S. Environmental Protection Agency.

Who Should Attend: Those law enforcement officers involved in the investigation of clandestine methamphetamine laboratories.

Cost: No fee for course
\$40.00 for continuing education credits

Continuing Education Hours: 5 hours of Technical Studies
2 hours of Skill Development
1 hour of Legal Studies

Mineral Area College Credit: None

Course Registration: Contact Mr. Eric Lindeman at (913) 432-9961 or www.training.ene.com/meth.

Coordinator: For general questions and additional course information, contact Mr. Brad Harris, Missouri Department of Natural Resources, (573) 526-4794

SITE SAFETY OFFICER TRAINING (FOR METHAMPHETAMINE LABORATORIES)

September 18 through September 20

Three Days

Prerequisites: Students must have completed the Hazardous Waste and Emergency Response for Methamphetamine Laboratories School (Clandestine Lab) or a similar training course. Students should also be current on the Hazardous Waste and Emergency Response for Methamphetamine Laboratories (Clandestine Lab) Re-certification. Students will be required to participate in practical exercises that may be physically strenuous. Students will be required to bring their self-contained breathing apparatus and air-purifying respirator (if available) to the training course. All participants should currently be participating in a medical monitoring program through their employer. Students not currently participating in a medical monitoring program must submit a signed medical release form from a physician (obtained at either their own or their employer's expense) and from their employer before attending this training course. Students will not be allowed to have beards or facial hair that would preclude them from wearing a self-contained breathing apparatus or air-purifying respirator.

Course Description: Through lecture and practical exercises, students will become eligible to be certified by their employer as clandestine laboratory site safety officers. Topics such as advanced assessment techniques, respirator fit testing procedures, in-depth air monitoring instrumentation, confined space entry requirements, and other health and safety related issues are discussed at length.

Who Should Attend: Peace officers involved in the investigation of clandestine methamphetamine laboratories and individuals with the responsibility of managing and/or development their agency's clandestine laboratory health and safety program.

Cost: \$165.00 - tuition, meals, and lodging
\$102.00 - tuition and meals

Continuing Education Hours: 16 hours of Technical Studies
5 hours of Skill Development

Mineral Area College Credit: None

Coordinator: For general questions and additional course information, contact Mr. Brad Harris, Missouri Department of Natural Resources, (573) 526-4794.

EMERGENCY VEHICLE OPERATION COURSE (EVOC) INSTRUCTOR

August 13 through August 17

Five Days

Prerequisite: Successful completion of Emergency Vehicle Operation Course (EVOC) training. A certificate of completion must be included with the application form before the student will be enrolled in the class.

Course Description: After demonstrating proficiency in defensive driving and crash avoidance techniques, the student will be required to demonstrate an ability to teach the same techniques during role-reversal exercises. Successful completion of this training program will provide students with the necessary qualifications to instruct in the basic peace officer training programs and is recognized by POST as an approved secondary license in the area of driver training.

Who Should Attend: Department driver training instructors or future instructors.

Cost: \$190.00 - tuition, meals, and lodging
\$150.00 - tuition and meals
\$500.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$395.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 32 hours of Skill Development
7 hours of Technical Studies
1 hour of Legal Studies

Mineral Area College Credit: None

Coordinator: Sergeant W. D. (Rusty) Bourg
(573) 751-9941



FIREARMS INSTRUCTOR

September 10 through September 21

Two Weeks

Prerequisite: This is an intensive two-week course designed for experienced shooters and career law enforcement personnel who will be tasked as firearms instructors for their respective agencies. Marginal shooters should not apply for the Firearms Instructor School. This course is not designed to teach an officer how to shoot, but rather how to instruct others to shoot. It should be noted that this is a physically demanding course requiring running, jumping, calisthenics, and shooting from various positions, not limited to only standing, kneeling, and prone.

Students will be required to fire a handgun and shotgun pre-qualification test on the first day of training. A minimum score of 80% on both qualifications is required for the student to be accepted into the Firearms Instructor School. Chief executive officers of attending students are requested to ensure those students can meet the minimum qualifications. In order to obtain an instructor certificate, students must have a minimum score of 90% on each testing phase (handgun qualification, shotgun qualification, and final written examination). Prospective students can contact the Academy to obtain a copy of both the handgun and shotgun qualification courses of fire. **NOTE: students exhibiting unsafe firearms handling during the course will be requested to leave.**

Course Description: This is an advanced course that includes instruction on preparing written lesson plans for departmental firing courses, role of the instructor, methods of instruction, firearms liability, firearms/range safety, range procedures, target analysis, indoor handgun qualification, fundamentals of teaching shotgun, outdoor tactical shotgun range exercises/qualification, outdoor tactical handgun courses, and student teaching exercises. In addition, students will receive the eight-hour Strategos International Low Light Conditions Course.

Who Should Attend: Departmentally designated firearms instructors

Cost: \$630.00 - tuition, meals, and lodging
\$420.00 - tuition and meals

Continuing Education Hours: 50 hours of Skill Development
13 hours of Technical Studies
3 hours of Legal Studies

Mineral Area College Credit: 2 hours

Coordinator: Sergeant C. Rod Land
(573) 751-9944

POLICE INSTRUCTOR

October 15 through October 26

Two Weeks

Prerequisite: Basic computer skills

Course Description: This intense, hands-on course is designed to develop both the technical skills required to become a police instructor and the confidence needed to properly instruct a class. This course is certified by POST.

The course objectives of this two-week school are:

- Assist police instructors in understanding and improving their use of techniques and methods of effective instruction;
- Create an awareness and appreciation of the role of police instructors and enable students to recognize the factors which influence learning;
- Develop the instructor's skill in communicating with students;
- Increase the police instructor's efficiency by providing them with knowledge which will enable them to research a subject, define the objectives, organize lessons while selecting the proper methods for presentation, and develop skills in presenting a topic before a class;
- Develop an ability to construct tests that are both valid and reliable in evaluating student progress.

Who Should Attend: This course is designed for, but not limited to, instructors who do not already have extensive classroom experience. Part-time and full-time instructors will gain knowledge and confidence from the course. Each student will present several short (one- to ten-minute) lessons and a one-hour lesson to fellow classmates and instructors. Students are encouraged to bring laptop computers if they have one available.

Cost: \$575.00 - tuition, meals, and lodging
\$365.00 - tuition and meals

Continuing Education Hours: 31 hours of Skill Development
16 hours of Technical Studies
5 hours of Interpersonal Perspectives
2 hours of Legal Studies

Mineral Area College Credit: 3 hours

Coordinator: Sergeant D. Tony Flannigan
(573) 526-9948

RADAR/LASER INSTRUCTOR

August 13 through August 17

Five Days

Prerequisite: Radar operation experience

Course Description: This program provides the student with the fundamental knowledge base from which to conduct police traffic radar and/or laser operator courses. Topics include basic concepts of stationary, moving, and same-direction moving radar; general fundamentals of laser operation; practical radar and laser operation; device testing requirements; and legal aspects of radar and laser operation. This course is designed to meet the requirements of the National Highway Traffic Safety Administration (NHTSA) for radar and laser instruction programs. Participants should bring a laser and radar unit, if possible, and must have a minimal working knowledge of the instruments. Upon successful completion of this course, each student will be presented with a Radar/Laser Instructor Certificate.

Who Should Attend: Peace officers needing or desiring a radar/laser instructor certificate.

Cost: \$105.00 - tuition, meals, and lodging
\$ 65.00 - tuition and meals
\$275.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$170.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 21 hours of Technical Studies
4 hours of Skill Development
2 hours of Legal Studies

Mineral Area College Credit: 1 hour

Coordinator: Sergeant Kenneth M. Robinson
(573) 751-9943



STANDARDIZED FIELD SOBRIETY TESTING (SFST) INSTRUCTOR

July 23 through July 27

Five Days

Prerequisite: Applicants must be graduates of a National Highway Traffic Safety Administration (NHTSA) compliant SFST school, be currently commissioned peace officers, and have at least one year of field experience in the administration of the SFST battery. This is non-waiverable due to the course structure. Students will not be taught how to perform the SFST battery, but rather how to teach others. It is mandatory that students be proficient in conducting the SFST battery prior to enrollment in this course.

Course Description: This is a “train-the-trainer” course. Students will learn how to teach standardized field sobriety testing techniques with emphasis on the three standardized, validated tests. Topics include concepts of adult learning and teaching and the SFST curriculum package. This training complies with the standards set by the National Highway Traffic Safety Administration. Students must pass both a teaching practicum (pass/fail) and a written examination (80%) to fulfill graduation requirements. Graduates will be qualified to conduct SFST training and will be given the resource manuals necessary to do so.

Who Should Attend: Personnel assigned the duties of training officers for DWI enforcement

Cost: \$105.00 - tuition, meals, and lodging
\$ 65.00 - tuition and meals
\$275.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$170.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 18 hours of Skill Development
11 hours of Technical Studies
1 hour of Legal Studies

Mineral Area College Credit: None

Coordinator: Sergeant Scott M. Cummings
(573) 751-9942

EXECUTIVE DEVELOPMENT

August 20 through August 24

Five Days

Prerequisite: First-Line Supervision and Management Development training programs

Course Description: This school focuses on major problems that plague the chief executive officer. Topics include budgeting, management of change, administrative law (ADA, EEO, Title VII, employee drug testing, etc.), the evolution of American policing, policing in the 21st century, resources available to the police executive, and developing cooperative relationships. The cost for this training includes a textbook, which may be retained by the student at the end of the school.

Who Should Attend: This course is designed for the administrative/management employee of a criminal justice agency. Patrol employees attending this class should be a promotable sergeant or higher or in an equivalent civilian position.

Cost: \$350.00 - tuition, meals, and lodging
\$245.00 - tuition and meals

Continuing Education Hours: 27 hours of Technical Studies
4 hours of Legal Studies
2 hours of Interpersonal Perspectives

Mineral Area College Credit: 2 hours

Coordinator: Lieutenant Kathy A. Frazier
(573) 526-4598



FIRST-LINE SUPERVISION

April 2 through April 13
July 30 through August 10
December 10 through December 21

Two Weeks

Prerequisite: None

Course Description: This course is designed to provide the basics in effective supervision to current supervisors or those preparing for the supervisory role. Subject areas include supervisory liability, the personal profile system (DiSC), the supervisory challenge, communication, employee performance appraisal, motivational principles, leadership, planning and decision making, the disciplinary process, ethics, cultural diversity, and case studies.

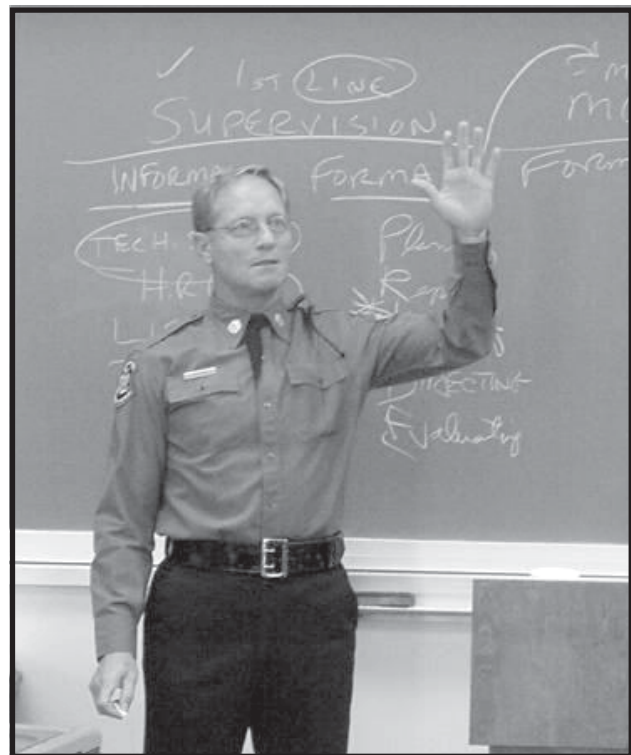
Who Should Attend: The First-Line Supervision School is designed for the newly-promoted or soon-to-be promoted first-line supervisor.

Cost: \$550.00 - tuition, meals, and lodging
\$340.00 - tuition and meals

Continuing Education Hours: 46 hours of Technical Studies
8 hours of Interpersonal Perspectives
4 hours of Skill Development
2 hours of Legal Studies

Mineral Area College Credit: 2 hours

Coordinator: Sergeant W. D. (Rusty) Bourg
(573) 751-9941



MANAGEMENT DEVELOPMENT

June 11 through June 15

Five Days

Prerequisite: First-Line Supervision training program

Course Description: This course is devised to enhance administrative techniques used by managers. Subject matter discussed during this school includes issues in human resource management (ADA, drug testing, legal aspects), assessment centers, sexual harassment, paradigms, leadership styles, media relations, management by objectives (MBO), the One-Minute Manager, staff functions, management principles, management focus, techniques in counseling troubled employees, and law enforcement type sorter.

Who Should Attend: The Management Development School is designed for the middle manager of a criminal justice agency.

Cost: \$285.00 - tuition, meals, and lodging
\$180.00 - tuition and meals

Continuing Education Hours: 20 hours of Technical Studies
8 hours of Interpersonal Perspectives
2 hours of Legal Studies

Mineral Area College Credit: 1 hour

Coordinator: Lieutenant M. Barry Lindsey
(573) 526-4599



BASIC PHOTOGRAPHY

November 5 through November 9

Five Days

Prerequisite: None

Course Description: Students will learn the basics of camera operation and the components of proper exposure. This hands-on curriculum is tailored to the novice photographer, but offers much for those with some experience as well. Students should bring the camera that they use for their department. Ideally, however, the camera should be either a 35 millimeter or digital single-lens reflex (SLR) with the capability of full manual override operation. In addition, students should bring the following items, if available: a tripod, a remote shutter release, an external flash, bracket, close-up filters; macro lense(s); and telephoto lense(s). Much of the course will consist of practical exercise conducted outdoors. Students should bring season-appropriate clothing for both day and night exercises. Students bringing digital cameras must bring either a cable to download images from their camera to a Patrol computer, or a card/media reader that is USB compatible. Students using 35 millimeter film cameras will be provided film. Free developing services are provided on-site and quick processing allows the student to obtain immediate, meaningful feedback on their photographs. Grades are based upon results from a final written examination and the portfolio each student will assemble from the many photographs taken throughout the course.

Who Should Attend: Active and reserve law enforcement officers who are assigned as department photographers or who are interested in learning basic to semi-advanced photography skills.

Cost: \$355.00 - tuition, meals, and lodging
\$250.00 - tuition and meals

Continuing Education Hours: 14 hours of Skill Development
13 hours of Technical Studies

Mineral Area College Credit: 1 hour

Coordinator: Sergeant Kenneth M. Robinson
(573) 751-9943



BASIC SPANISH FOR LAW ENFORCEMENT

November 5 through November 7

Three Days

Prerequisites: Applicants must be full-time, commissioned peace officers. No prior education/training in Spanish is necessary.

Course Description: This course is designed to teach officers how to communicate in Spanish at a basic level. Emphasis will be placed on learning basic phrases necessary for conducting traffic enforcement contacts, obtaining suspect/witness information, reading or giving Miranda in Spanish, and giving arrest commands. Additionally, officers will learn various Spanish danger (slang) expressions for improving officer safety. Those attending this training will also be exposed to cultural aspects relative to Spanish customs, events of celebrations, the structure of Spanish names, and the importance of formal Spanish greetings and titles.

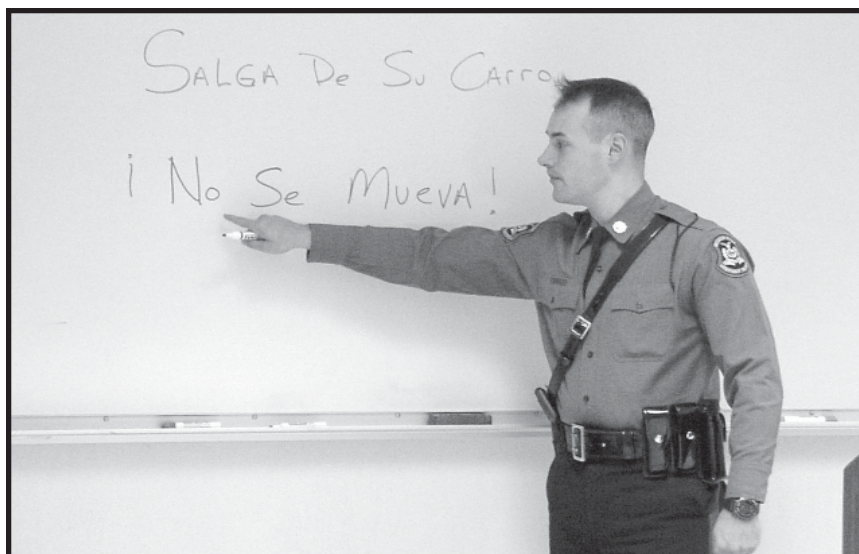
Who Should Attend: Officers with little to no Spanish language training or officers who are looking to improve their existing Spanish language skills.

Cost: \$170.00 - tuition, meals, and lodging
\$107.00 - tuition and meals

Continuing Education Hours: 15 hours of Technical Studies
4 hours of Skill Development
1 hour of Interpersonal Perspectives

Mineral Area College Credit: None

Coordinator: Sergeant Kirk A. Davis
(573) 751-9947



BLOOD ALCOHOL CONTENT (TYPE II - DATAMASTER)

May 15 through May 24

Eight Day

Prerequisite: Applicants must be employed by an agency which has primary ownership/control of a Datamaster. The applicant must be approved by the Department of Health prior to enrollment.

Course Description: This course provides technical information about the physiology and pharmacology of alcohol, Department of Health Rules and Regulations, Missouri statutory and case law regarding driving while intoxicated, and technical training on the Datamaster blood alcohol measurement instrument. This training fulfills the Department of Health requirements for a Type II permit for the Datamaster, enabling the graduate to perform maintenance and make repairs to the Datamaster breath analysis instrument. The Type II graduate is also able to conduct Type III training courses (subject to approval from the Department of Health). This course is divided into two four-day sessions.

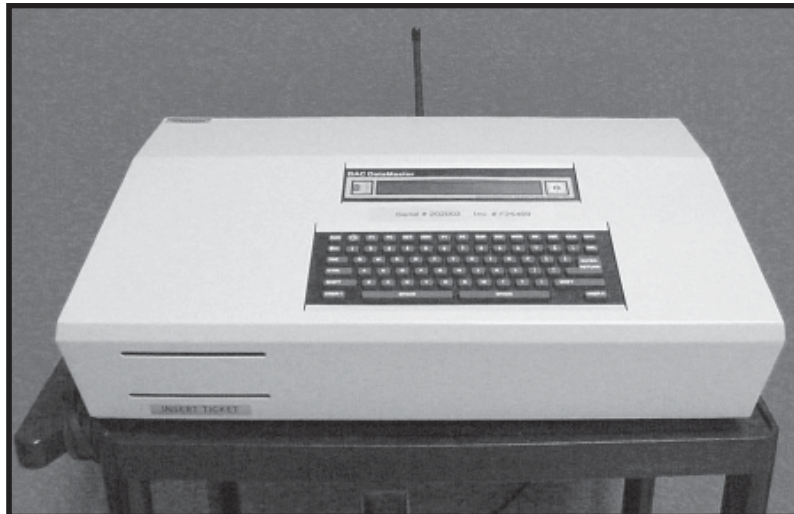
Who Should Attend: Personnel assigned the duties of either departmental Datamaster instrument maintenance or blood alcohol measurement compliance oversight (supervision of Type III permittees).

Cost: \$188.00 - tuition, meals, and lodging
\$115.00 - tuition and meals
\$495.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$301.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 36 hours of Technical Studies
8 hours of Legal Studies
4 hours of Skill Development

Mineral Area College Credit: 3 hours

Coordinator: Sergeant Scott M. Cummings
(573) 751-9942



EMERGENCY VEHICLE OPERATION COURSE (EVOC)

April 30 through May 4
September 10 through September 14
September 17 through September 21
September 24 through September 28

Five Days

Prerequisite: None

Course Description: This course begins with classroom instruction on vehicle maintenance, vehicle dynamics, and pursuit liability. The majority of the course involves practical driving exercises to include skid control, evasive driving, and vehicle pursuit techniques. Students will be required to show proficiency in the basic skills exercises before proceeding to the higher speed (pursuit) portion of the course.

Who Should Attend: Those officers wishing to improve their driving skills.

Cost: \$190.00 - tuition, meals, and lodging
\$150.00 - tuition and meals
\$500.00 - tuition, meals, and lodging (federal, private, and non-Missouri agencies)
\$395.00 - tuition and meals (federal, private, and non-Missouri agencies)

Continuing Education Hours: 36 hours of Skill Development
6 hours of Technical Studies
2 hours of Legal Studies

Mineral Area College Credit: None

Coordinator: Sergeant W. D. (Rusty) Bourg
(573) 751-9941



FIELD TRAINING OFFICER (FTO)

November 5 through November 9

Four Days

Prerequisite: None

Course Description: This comprehensive training provides information for the implementation of an effective field training program within a department. The course will cover all aspects of the field training program to include recruit officer orientation, communication, motivation, principles of learning, evaluation, and termination.

Who Should Attend: Those officers assigned as field training officers and those assigned to supervise new officers

Cost: \$220.00 - tuition, meals, and lodging
\$136.00 - tuition and meals

Continuing Education Hours: 9 hours of Technical Studies
7 hours of Interpersonal Perspectives
2 hours of Legal Studies
1 hour of Skill Development

Mineral Area College Credit: 1 hour

Coordinator: Sergeant W. D. (Rusty) Bourg
(573) 751-9941



GROUND UNDERSTANDING AND RELATIVE DEFENSES (G.U.A.R.D.)

August 7 through August 8
August 21 through August 22
December 11 through December 12

Two Days

Prerequisite: None

Course Description: The G.U.A.R.D. program is a two-day defensive tactics program based on the principles and concepts of Brazilian Jiu-Jitsu. G.U.A.R.D. was developed in response to the need for current day ground fighting programs and to ensure students learn techniques from qualified instructors experienced in the art of ground fighting.

Who Should Attend: Officers who patrol areas where backup can take long periods of time to respond. While this program is not an instructor course, it allows defensive tactics instructors to incorporate our ground fighting tactics and techniques into their program.

Note: These class dates are NOT for Patrol members who will have the opportunity to attend on other, to-be-announced dates.

Cost: \$265.00 - tuition, meals, and lodging
\$235.00 - tuition and meals

Continuing Education Hours: 14 hours of Skill Development
2 hours of Legal Studies

Mineral Area College Credit: None

Course Registration: Contact Mr. Tom Venegoni, 30 Muirfield Hill Court South, St. Charles, Missouri 63304, telephone (314) 973-1454.

Coordinator: Sergeant Jerry C. West
(573) 751-9945

MISSOURI CADET PATROL ACADEMY

June 24 through June 29

Five Days

Prerequisite: None

Course Description: This course is sponsored by the American Legion in cooperation with the Missouri State Highway Patrol. The underlying purpose of the Missouri Cadet Patrol Academy is to provide firsthand experience of the role of our law enforcement officers in promoting and safeguarding American freedoms and rights. It is hoped that the young men and women who participate in the Cadet Patrol Academy will develop favorable attitudes toward law enforcement and help disseminate these attitudes throughout the community.

The program consists of a typical week of intensive Patrol recruit training. The week's activities will include classroom instruction in the history of law enforcement, defensive driving, radar, motor vehicle laws, first aid, drug and alcohol abuse, as well as demonstrations of police skills such as personal defense. Organized sports will be a part of the program, as well as tours of criminal justice facilities. Applicants must be physically able to take part in a rigorous physical training program.

The individual sponsorship of a cadet is by the local post of the American Legion. Official application forms, which must be fully completed, may be obtained from your local American Legion Post. All correspondence relating to this program should be addressed to:

Mr. Ferrell Morrow, Project Director
The American Legion
Department of Missouri, Inc.
6301 East 96th Street
Kansas City, MO 64134-1130

Who Should Attend: Qualifications for the program include:

- Age--16 through 18 years of age (must have reached sixteenth birthday by April 1, 2004);
- Applicants must be enrolled in high school and in the upper 50th percentile of their class; and
- Applicants must be of good moral character, present a neat, well-groomed appearance; and
- come highly recommended.

Cost: Free

Continuing Education Hours: None

Mineral Area College Credit: None

Coordinator: Sergeant Kenneth M. Robinson
(573) 751-9943

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